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**USU FACULTY SENATE
MINUTES
JANUARY 7, 2013
Merrill-Cazier Library, Room 154**

Renee Galliher called the meeting to order at 3:00 pm.

Approval of Minutes

A motion to approve the minutes of December 3, 2012 was made by Lucy Delgadillo and seconded by Sheri Haderlie. The motion passed unanimously.

Announcements – Renee Galliher

Roll Call. Members are reminded to sign the role sheet at each meeting.

University Business – President Stan Albrecht, Raymond Coward

In the fall the administration was anticipating an excess in tuition revenue for this academic year. Preliminary decisions were made as to how those funds should be allocated by priorities. Immediately upon the announcement by the LDS church in the change of missionary age, the decision was made to set aside the remainder of those funds until the impact on future enrollment was known. These dollars can now be used to help offset the change in tuition revenue as a result of the change in the missionary program. There are no budget reductions anticipated for the rest of the academic year. Other budget priorities will be revisited at a future date.

Vice President of Student Services James Morales spoke to the senate about the anticipated drop in enrollment. A task force has been actively working on gathering data since the missionary announcement. Presently, the anticipated loss is about 250 students for spring semester. Between now and fall semester 2013 we may lose a total of 600 current students. Projections for 2014 show a loss of another 650 new incoming students per year. Over the coming two year period, we are expecting to lose about 1,900 students. There is a major push by the VP of Student Services offices to offset these losses with new out of state and foreign student enrollments.

Consent Agenda Items – Renee Galliher

**Council on Teacher Education Report - Beth Foley and Francine Johnson
Scholarship Advisor Board Report - Patti Kohler
EPC December Report - Larry Smith**

A motion to approve the consent agenda was made by Sheri Haderlie. A second was received and the motion passed unanimously.

Information Items

Follow up from Faculty Forum – Renee Galliher.

Review of tenure and promotion policy related to role statements – Raymond Coward. Provost Coward led a discussion and reviewed the tenure and promotion policy with the senate. Section 405.6.1 says "The role statement shall include percentages for

each area of professional service. These percentages will define the relative weight to be given to performance in each of the different areas of professional service.” This is a value based system **not** time based. Section 405.2.2 says “Each candidate must present evidence of effectiveness in all of the professional services which he or she performs and must present evidence of excellence in the major emphasis of his or her role statement.” There is a general consensus as to what constitutes excellence in research. In teaching there are less clear and accepted indicators of excellence. There are many different ways to document excellence in teaching and teaching portfolios are emerging as one of the ways to document teaching. The provost’s website has materials available that were used in the Provost’s Series on Teaching Excellence and it is a valuable resource for faculty. The university has provided 40 faculty members (in all academic colleges and regional campuses) the opportunity to be trained by Peter Seldin on compiling teaching documentation. This is an additional resource to faculty who are preparing teaching portfolios. Role statements of new faculty also include a general guide in documenting teaching with statements such as; including a teaching philosophy statement and expectations of positive student evaluations of performance showing improvement with experience or consistently high levels of teaching. There is however, no expectation that faculty will have something to document every bullet item or suggestion included in the role statement.

One college had a misunderstanding that the percentages were time based, therefore, some faculty in that college have had role statements that were unclear about this. If the candidate, department head, dean and central committee all agree that the candidate should be evaluated on a time basis, then that is how they will be evaluated.

Renee summarized the information in two points, first, that there are many myths about specific details or accomplishments required for tenure and promotion. It really is all about context. Secondly, that faculty needs to use the provost’s office as a resource for more information and help in the documentation of their teaching.

Action Items

PRPC Code Changes 402.12 Senate Standing Committees (second reading) – Terry Peak. These changes clarified that only one committee member is required for RCDE as a unit.

A motion to approve the changes to section 402.12 was made by Vince Wickwar and seconded by Scott Bates. The motion passed.

PRPC Code Changes 405.8.2 dealing w/ombudsperson (first reading) – Terry Peak. The proposed changes clarify that an ombudsperson can participate by “electronic conferencing”. There was discussion that only video conferencing should be allowed so that the ombudsperson could still have a visual connection to the meeting. Others felt that there was no way to see the entire room in a video conference anyway and that telephone conferencing should not be excluded and the wording could remain as it is.

A motion to approve the changes of the first reading was made by Andy Walker and seconded by Stephen Bialkowski. The motion passed with one dissenting vote.

PRPC Code Changes 407 Medical Incapacity (first reading) – Terry Peak. The changes in this section apply to references of medical incapacity only and were brought forward by Brandl Fapell in Human Resources.

A motion to approve the changes was made by Jeanette Norton, and seconded by Stephen Bialkowski. The motion passed.

Adjournment ---- Motion to adjourn was made at 4:21. The meeting adjourned.